

## SUMMARY OF STEERING COMMITTEE MEETING

**DATE:** August 15, 2002

**TO:** Ross Dunfee, Steering Committee Chairman  
Tony Barrett, Department of Ecology

**COPY:** Steering Committee Members and Consultant Team

**FROM:** Dave Moss, Tt/KCM

**SUBJECT:** **Summary of Steering Committee Meeting**  
**Moses Lake Conference Center**  
**August 8, 2002 9:00am - 9:15am & 3:00pm - 4:00pm**

**PROJECT:** EASTERN WASHINGTON STORMWATER MANAGEMENT  
Stormwater Management Technical Manual *and*  
Model Municipal NPDES Phase II Stormwater Program

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### Meeting Attendees:

<u>Steering Committee</u>	<u>Others Attending</u>
Ross Dunfee – Benton County	Karen Dinicola – Ecology
Steve Worley – Spokane County (absent)	Dave Moss – TetraTech/KCM
Lloyd Brewer – City of Spokane	Sarah Hubbard-Gray – HGC
John Knutson – Yakima County	Jim St. John – DEA
Nancy Aldrich – City of Richland	Steve Plummer – City of Kennewick
Michelle Brich – Tri-Cities HBA (absent)	Don Gatchalian – Yakima County
Tom Tebb – Ecology (absent)	Steve King – City of Wenatchee
Don McGahuey – Wenatchee	
Jim Sietz – AWC	
Gary Beeman – WSDOT	
Dwane Van Epps – City of Chelan (absent)	

### PURPOSE OF MEETING:

The meeting was held, before and after the subcommittee meetings, to share information and discuss key issues.

### AGENDA FOR THIS MEETING:

1. Short pre-meeting at 9am to discuss status of design storm recommendations for the Manual.
2. Roll call at 3pm by Ross Dunfee; introductions by others attending; review summary of previous meeting.
3. Summary of subcommittee meeting discussion, by Nancy Aldrich (Manual) and John Knutson (NPDES).
4. Review document production activities and schedule for September 2002.
5. Discuss future activities to prepare for the public workshops on October 14/15/16/17.
6. Next meeting: date, time, place and agenda topics

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**BRIEF SUMMARY OF PROCEEDINGS:**

1. Ross Dunfee held a short pre-meeting at 9:00am for all attendees to discuss the design storm status.
  - A. The Manual will have a "couple of methodologies." There will be a couple of options on storm types.
  - B. Goal is to have 80% complete manual, not 100% perfect.
  - C. Debate has been helpful and healthy. Thanks to everyone for their input.
  - D. Move beyond this issue and work on other issues.
2. Ross Dunfee completed a roll call for the 10 steering committee members at 3:00pm. Michelle Brich, Tom Tebb, Steve Worley, and Dwane Van Epps were absent. Jim Sietz (alternate) was present. Therefore, seven members were present at the meeting. Others in the room introduced himself or herself.
3. Steve Worley (chair of the subcommittee for Stormwater Management Technical Manual) was absent, so Nancy Aldrich (vice-chair) summarized the discussion from their meeting, which is provided in a separate document. [In summary, Nancy noted the group had reviewed the latest versions of Chapters 1, 2, 4, 5 and 6. The next meeting of the Manual subcommittee would be on September 5th to finalize these five chapters. Chapters 3, 7 and 8 were essentially completed.]
4. There was discussion about the status of BMP cost estimates for the Manual. It was agreed the draft cost analysis prepared by Herrera would not be included in the 1st public review draft. After comments were received, and after additional work was done by the TAG on design storms, Herrera would have a better target of design criteria for sizing BMPs. Costs would be updated and included in the 2nd public review draft. It was suggested BMP analysis and costing be included for a roadway project in each of the 4 cities.
5. John Knutson (chair of the subcommittee for NPDES Phase II Model Program) summarized the discussion from their meeting, which is provided in a separate document. [In summary, John noted the subcommittee had generally completed all of the chapters. Costs estimates included in Chapter 9 were essentially finished. They decided not to include large equipment, capital expenses, or a contingency in the estimates. The Model Program subcommittee would like to review Chapters 1 & 2 of the Manual to compare/coordinate.]
6. The production schedule for the Model Program document would be early in the week of September 9th. The Manual would be completed later in that same week. The documents will be completed by TetraTech, in .doc and .pdf format, and sent to Ecology (Donna Lynch) for Web-posting, printing, and CD-ROM copies. The review documents should be available in late September 2002.
7. The second Newsletter was nearly completed with a final review and edits to be coordinated by Sarah.
8. Public meetings will be on October 14/15/16/17 in Spokane/Wenatchee/Yakima/Tri-Cities. Initially the Tri-Cities' meeting was proposed for Pasco, but it was suggested the location be changed to the Benton County PUD or the Franklin County PUD. Poster boards would be prepared at 30" by 40" size (5 sets?).
9. Several other presentations for October and beyond were mentioned and will be discussed next meeting.
10. For the **next meeting** (Moses Lake Conference Center on **September 26, 2002** from about 9am to 2pm):
  - ❖ Review agenda (for a special coordination meeting to prepare for the October 14/15/16/17 workshops).
  - ❖ Review draft of PowerPoint presentations; discuss speaking assignments and practice strategy.
  - ❖ Prepare update handouts for the public workshops; coordinate other workshop activities.
  - ❖ Discuss status, details, speakers, and preparation requirements for other presentations in the future.